



State of Hawaii, Department of Health
Wastewater Branch

Guidelines for the WWB - NOI Form B
Notice of Intent for General Permit for Treatment Works

DO NOT SUBMIT THIS DOCUMENT

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1. Owner Information

The owner of the treatment works. The acknowledgment of receipt of the NOI and the NPGC will be sent to the street or mailing address provided for this item.

2. Owner Type

If "Other" is checked, indicate the category type or types of the owner.

3. Operator Information

The operator is the organization or persons who manages the daily activities of the treatment works. Also include the name of the operator that is the Direct Responsible Charge (DRC) of the facility.

4. Treatment Works Information

Provide the street address or a description of where the treatment works/wastewater system is located (i.e., 1234 15th Drive or northwest corner of 1st Street and X Avenue). Provide the tax map key (TMK) of the facility.

5. General Description of Wastewater System Process

Attach the general description of the wastewater treatment process train, including all major equipment used. For example, equalization basin, bar screens, number of primary clarifiers, number of aeration tanks, number of digesters, number of secondary clarifiers, type of disinfection used, premixing of wastewater sludge and greenwaste, aeration of compost piles for x amount of days, etc.

6. Sludge Received, Used, or Disposed per year.

a. Sludge total shall be converted into dry metric tons (dry weight) means with weight when the solids content is 100 percent.

b. Examples to calculate dry weight of sludge.

Example 1: Disposing of 3000 gallons at 1% solids.

$3000 \text{ gal} \times .01 \times 8.34 \text{ lbs/gal} \times 1 \text{ ton}/2000 \text{ lbs} \times 0.907 \text{ mt/ton} = 0.113 \text{ metric tons}$

Example 2: Disposing of 3000 gallons with a MLSS of 15000 mg/L

$3000 \text{ gal}/1000000 \times 15000 \text{ mg/L} \times 8.34 \text{ lbs}/2000 \text{ lbs/ton} \times 0.907 \text{ mt/ton} = 0.17 \text{ mt}$

Example 3: Disposing of 1 cubic yard at 15% solids

$1 \text{ cy} \times 201.974 \text{ gal/cy} \times 0.15 \times 8.34 \text{ lb/gal} \times 1 \text{ ton}/2000 \text{ lbs} \times 0.907 \text{ mt/ton} = 0.1146 \text{ mt}$

c. If the wastewater sludge is shipped off-site for further processing, please indicate to where the wastewater sludge is shipped. (i.e, Waimanalo Gulch Landfill or Honouliuli Wastewater Treatment Plant)

7. Wastewater Effluent Used or Disposed

a-c. Provide the volume of R-1, R-2, and R-3 Water produced in mgd.

d-e. If not producing recycled water, provide type of disposal system (i.e., leaching field, UIC well)

8. Existing or Pending Permits, Licenses, or Approvals

Indicate any additional permits, licenses or approvals which are associated with this facility.

9. Additional Information

Any other site-specific information pertaining to the project may also be provided in this section. Additional sheets may be attached with reference to Item 9.

10. Contractor Information

Submit the required information for each contractor for the wastewater system. Complete this item if additional work is contracted out at the facility, such as Company X is land applying the wastewater sludge at Site Z.

11. NGPC Renewal

If this is a WWB-NOI Form for NGPC renewal, provide the NGPC file number previously assigned to this facility in the space provided.

12. Authorization of Representative

- a. Alteration of the text in this item will result in the invalidation of the authorization statement(s).
- b. If the person being duly authorized as the representative is the same person signing the certification page (Item 13), do not complete this item.
- c. Authorization statements are provided for the owner to complete as required. Options include statement a; b; c; a and c; or d. For example if the owner authorizes a company to complete the NOI application and run the day to day operations, complete option b. If the owners hire a consultant to complete the NOI, but runs the facility themselves, then complete option a. If the owners hire a consultant to complete the NOI and hires another company to run the facility, complete options a and c.

Option "a": This authorization begins with NOI processing and ends upon the owner's receipt of the Notice of General Permit Coverage. (Processing of NOI only)

Option "b": This authorization begins with NOI processing. (NOI processing and day to day operations)

Option "c": This authorization begins upon the owner's receipt of the NGPC. (Day to day operations)

Option "d": If authorization statements a, b, and/or c do not meet the intent of the authorization, the owner or its duly authorized representative may attach a separate authorization statement specifying the limited authorization of the representative.

- d. Additional information will be requested from the authorized representative (with a copy to the owner) at the street or mailing address or phone or fax number provided for this item, as applicable.

- e. Provide the duly authorized representative's information in the applicable item (s). There shall be only one duly authorized representative at any time. The designated duly authorized representative may be changed by the owner at any time during the processing of the WWB-NOI Form or the term of the NGPC. The duly authorized representative will no longer be authorized effective on the date of receipt of any new authorization statement from the owner.
- f. Pursuant to HAR, Section 11-62-55.05(f), all other reports or responses to requests for information required by the director shall be signed by a person designated in HAR, Section 11-62-52 or by a duly authorized representative of that person.

13. Certification

- a. Do not alter the statements in or format of this item. Alteration of this item will result in the invalidation of this WWB-NOI Form submittal.
- b. The person certifying this WWB-NOI Form must meet one of the descriptions as indicated in this item and be employed by the owner listed in Item 1.

14. Filing Fee

- a. If the NOI is submitted within 6 months of the effective date of Chapter 11-62, the fee is \$100. (The effective date of Chapter 11-62 is December 9, 2004).
- b. If the NOI is submitted after 6 months of the effective date of Chapter 11-62 (NOI is submitted after June 9, 2005), the fee is \$125.
- c. Checks shall be made payable to the State of Hawaii.

Forms shall be mailed to:

Wastewater Branch
919 Ala Moana Boulevard, Room 309
Honolulu, Hawaii 96814

Should you have any questions or need assistance in completing this form, please call Gayle Takasaki of the Wastewater Branch at 586-4294.